

## **TEXT-TO-SPEECH (TTS)**

### **“TTS Was Not Assigned!” Cheat Sheet**

Assigning Text-to-Speech Accommodations – remember that this can only be done by School Test Coordinators (STCs), IT-Coordinators, or District Assessment Coordinators (DACs)

Try to assign all student text-to-speech accommodations PRIOR to scheduling tests. But...

1. Student Not Logged In: If a class is already scheduled, assign accommodations and click Generate Missing Student Tokens.

#### **Generate Missing Student Test Logins**

There are some missing student test logins in this test session. It can be because of students added to the class after creating the test session. Please use the button below to generate test logins for these students.

**Generate Missing Student Test Logins**

2. If a student logs in to the test and the text-to-speech accommodation has not already been assigned, the test must be invalidated by the state, and the student must be scheduled for the test again. Report this immediately to STC and/or DAC.